

**COUNTY OF SAN DIEGO
HEALTH AND HUMAN SERVICES AGENCY
COMMUNITY ACTION BOARD (CAB)**

MEETING NOTICE: WebEx ONLY

Call-In Number: 1 (470) 238-5742 US Toll Free

Meeting Number/Access Code: 177 683 7583

Meeting Password: 08 12 2021

**MEETING MINUTES
August 12, 2021 – 3:30 p.m. to 5:00 p.m.**

Members Present

Juana Duenas

Maggie Ta

Connie Cepeda

Madeleine Baudoin

Aimee Cox

Cassandra Schaeg

Margarita Holguin

Choose an item.

Choose an item.

Choose an item.

Choose an item.

Choose an item.

Choose an item.

Choose an item.

Choose an item.

Excused

Nicole Roesler

Keith Esshaki

Parina Parikh

Choose an item.

Choose an item.

Staff

Maggie Fenn, Chief, CAP

Michael Wang, Admin Secretary,
SSS

Michelle Hollie, Admin Secretary,
OEQC

Jennifer Bransford-Koons, Director,
OEQC

Terri Foster, Admin Analyst, CAP

Lenda Hanna, Admin Analyst, CAP

Absent

Erik Bruvold

Munqith Alhajjaj

Jeannine Nash

Guests

1. **Call to Order:** Meeting called to order by Juana Duenas at 3:36 PM
2. **Roll Call:** 7 members were present; quorum was **Achieved**
3. **Acceptance of Agenda:** Madeleine Baudoin made a motion to accept Agenda, Aimee Cox seconded the motion, motion carried.
4. **Approval of Minutes:** Margarita Holguin made a motion to approve the Thursday, June 10, 2021 Minutes, Aimee Cox seconded the motion, motion carried. Maggie Ta, Madeleine Baudoin, Connie Cepeda, and Cassandra Schaeg abstained.
5. **Public Comments:** No Public Comments
6. **Information Item: Vacancy Report**
Currently, there are 2 vacancies.
 - Private Sector – Seat 13
 - Economically Disadvantaged Sector – Seat 6, East RegionCAB members were encouraged to continue outreach efforts to fill the vacancies.

7. Information Item: The Office of Equitable Communities

Jennifer Bransford-Koons, Director of the Office of Equitable Communities, introduced the new HHSA department: Homeless Solutions and Equitable Communities, established July 1st, 2021. This department has four distinct offices:

- Office of Homeless Solutions
- Office of Strategy and Innovation
- Office of Immigrant and Refugee Affairs
- Office of Equitable Communities

The Community Action Partnership team is now under the Office of Equitable Communities.

8. Discussion Item: CAB Nominating Committee

Madeleine Baudoin presented the CAB Nominating Committee results. She interviewed both Oscar Medina and Connor Vaughs, but was unable to reach Ramon Montano Marquez the current alternate in the Central Region Economically Disadvantaged Sector Seat 12.

CAB discussed how to best fill the current vacant seats. Nicole Roesler, currently in Seat 12, representing the Central Region in the Economically Disadvantaged Sector has recently moved and now resides in the East Region. Members discussed the option to move Nicole Roesler into the vacant East Region Economically Disadvantaged Sector, Seat 6.

Madeleine Baudoin recommended that Connor Vaughs be placed in the to be vacated Central Region Economically Disadvantaged Sector Seat 12, and Oscar Medina be placed in the vacant Private Sector Seat 13.

It is noted that Oscar Medina will need to provide confirmation that his employer agrees to allow him to serve on CAB as representative of their organization.

9. Action Item: CAB Nominating Committee

Madeleine Baudoin motioned to appoint Nicole Roesler into East Region Economically Disadvantaged Sector, Seat 6. Aimee Cox seconded the motion, motion carried.

Madeleine Baudoin motioned to appoint Connor Vaughs as Central Region Economically Disadvantaged Sector, Seat 12. Maggie Ta seconded the motion, motion carried.

No motion was necessary to appoint Oscar Medina to the Private Sector Seat 13 at this meeting.

10. Presentation Item: SDG&E Public Safety Power Shutoffs

Connie Cepeda presented on what a Public Safety Power Shutoff is. Public Safety Power Shutoff (PSPS) is a last resort emergency procedure that SDGE can utilize to turn off power to reduce wildfire risk during extreme weather.

11. Information Item: CalCAPA Community Action Board Training Series

Maggie Fenn shared a training opportunity in August through the partner CAP organization, CalCAPA. The CAB Development Series is a six-part virtual training to teach board members about the various roles and responsibilities of participating in a tripartite board. CAB members were encouraged to register for all the sessions, as they will be recorded and made available for viewing anytime to all registered participants. The flyer and link were shared prior to the meeting but will be shared again to all of CAB.

Director's Update: Provided by Maggie Fenn, Chief, CAP

Program Updates

- The Community Action Partnership has officially moved to a new Division within the Health and Human Services Agency as of July 1, 2021; CAP is now part of the Homeless Services and Equitable Communities Division (HSEC), in the Office of Equitable Communities (OEQC). HSEC is led by Barbara Jimenez, Community Operations Officer, and OEQC is led by Jennifer Bransford-Koons, Director.
- Contracted providers continue to administer **COVID-19 response services** through the CSBG CARES Act:
- At the end of the 20/21 Fiscal Year (FY), 68% of the overall CSBG CARES Act funding was spent, the FY contracts closed out the year achieving the following:
 - CARES funds were added to each of the **Gang Prevention and Community Response** contracts:
 - o The **Union of Pan Asian Communities** in the Central Region reached 96% of their goal, preparing **19** youth for employment via hands-on, vocational training, and placing **100% (10)** of the participants in employment once they completed the training.
 - o **COMPACT** in the North Inland Region reached 72% of their goal, providing **6** housing supports, **8** utility supports, and **14** basic needs supports to participants and their families/caregivers.
 - o **North County Lifeline** in the North Coastal Region reach 84% of their goal, providing **5** housing supports, **40** emergency supports (food, clothing, gas, etc.), and **19** technology supports to participants and their families/caregivers.
 - The **Rotational Shelter Program** administered by Interfaith Shelter Network assisted **23** individuals/families with approximately \$1500 each for rental supports, used for items such as deposits, rent, and move-in costs.
 - **Project MOST** administered by RISE San Diego reached 52% of their goal, providing **4** COVID-recovery trainings and **153** hours of technical assistance to organizations that were adversely affected by the pandemic.
 - The **RLA Coordination** program administered by Community Health Improvement Partners (CHIP) reached 100% of their goal, providing **2** additional Council meetings, **5** additional supplemental trainings, and **3** resource days all focused on COVID recovery and response topics and needs. In addition, CHIP also administered stipends to **2** local organizations to support Community Improvement Projects to help support San Diego communities recover and rebuild from the pandemic.
 - The **Connect2Careers** program administered by the San Diego Workforce Partnership reached 100% of their pandemic support goal, distributing 70 supports total to C2C participants in need of assistance with items such as food, diapers, or household needs.
- 2-1-1 San Diego and the United Way of San Diego are hosting a post-tax season Press Conference that will take place on August 20, 2021 at 10:30 am to highlight the accomplishments of the 2020 season, this was rescheduled from June.
- The National Conflict Resolution Center (NCRC) administers various programs, all of which continue to be very active with trainings and community sessions:

- The **Live Well Exchange** program engaged a total of **303** participants in June through trainings, restorative circles, and bystander trainings. **37** of those attended COVID recovery and response specific activities. There were 2 ARTful Conversation workshops for job seekers enrolled the City of San Diego Work Readiness program, that focused on how to handle conflicts with upset customers and other difficult communication with coworkers or supervisors.
 - o **14** restorative circles were held in June with a wide variety of focus topics, highlights include: a kick-off for the Civic Engagement Initiative, with panelists Dr. Shirley Weber, Omar Passons, and Nancy Maldonado from Chicano Federation that provided rich dialogue about collaboration leading to positive change in the community; a four-part series for the AAPI community and allies focused on Navigating Cultural Identity and Allyship; facilitation of community building, connection, and support circles for the San Diego Black Employees Association and the San Diego Green New Deal Alliance; and for Juneteenth, "Our Legacy and Lessons Learned" circle was hosted that included a rich discussion about systemic racism and equity to bring increased understanding among participants and communities.
- COVID workshops included one to provide educators from the Elementary Institute of Science with social and emotional learning tools for youth attending summer camp that have experienced pandemic trauma and difficulties. A Bystander Challenge workshop titled "We're Coming Back But Things Aren't the Same" focused on the changing dynamic of in-person interactions versus online communication, and how to navigate returning to in-person work and other in-person relationships, while utilizing and practicing the variety of lessons learned and education gained over the last year around diversity, equity, and inclusion.
- The **Work Readiness Exchange (WRE)** program for refugees trained **30** participants through an Advanced WRE training conducted in Arabic, one Art of Inclusive Communication training also conducted in Arabic, and the completion of the self-guided e-learning course that was completed by 3 individuals. NCRC reported that there has been an increase in engagement from participants and more interest in attending workshops – mainly from the Arabic speaking communities.

FISCAL UPDATES

- The **RFQ** (#10989) for RLA Coordination Services for the period of July 2021 through June 2022, was awarded to Community Health Improvement Partners on July 20, 2021. The contract is funded with CSBG funds, but also includes CSBG CARES funded components through May 31, 2022.
- The **RFP** (#10795) for the Whole Family, 2Gen Pilot Project in Southeastern San Diego was recently awarded to Paving Great Futures. The Notice of Intent to award was posted on July 29, 2021. Staff will work through the Department of Purchasing and Contracting to negotiate and finalize the new contract, anticipated start date is September 1, 2021.
- Additional funding was added the **Vocational ESL** program effective July 1, 2021 to provide additional housing assistance to refugees – the funding will assist **100** households in the Central Region (\$110,000) and **155** households the in East Region (\$170,500).
- CAP's state agency/funder, the Department of Community Services and Development, conducted a site-visit to review both program and fiscal components of the CSBG Programs

from CY 2020 on August 9 and 10, 2021. Per the exit interview meeting held on August 10, 2021, there were **zero** findings or observations.

12. Chair's Update: Provided by Madeleine Baudoin

Madeleine Baudoin shared that American Medical Response (AMR) has partnered with San Diego Family Health Centers in East County, to host a vaccination event for refugees. The event will take place on Saturday, August 28, from 9:00 am – 3:00 pm, accommodations will include a private vaccination room for cultural and religious preferences.

San Diego Family Health Centers will also host a virtual workshop prior to the vaccination event, where community members can ask medical professionals questions.

13. Adjournment - Next Meeting

Margarita Holguin made a motion to adjourn. Aimee Cox seconded the motion. Motion carried. Meeting ended at 5:04 PM. The next regular meeting will be on Thursday, October 14, 2021 at 3:30 PM. Location: Webex.